# **COMPASS POINTE**

INDEPENDENT AUDITORS' REPORTS,
FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED
JUNE 30, 2016

# **COMPASS POINTE**

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# COMPASS POINTE OFFICIALS JUNE 30, 2016

EXECUTIVE DIRECTOR	JoAnn DeYoung
BOARD OF DIRECTORS (terms expire January 1, 2017)	
Officers: President Vice-President Secretary-Treasurer	Phil Bootsma Jack Plathe Jason Harrington
<u>Delegates:</u> Buena Vista County	Dale Arends Tom Huseman
Clay County	Del Brockshus Burlin Matthews Stephen Deutsch
Dickinson County	Kris Rowley Jason Harrington
Emmet County	Bev Juhl Alan Madden
Kossuth County	Jack Plathe
Lyon County	Merle Koedam Kirk Peters
O'Brien County	Tom Farnsworth James DeBoom Kiana Johnson
Osceola County	Phil Bootsma LeRoy DeBoer
Palo Alto County	Ron Graettinger
Sioux County	Dennis Wright Paul Walton



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### INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Compass Pointe

# Report on the Financial Statements

We have audited the accompanying Statement of Financial Position of Compass Pointe (a non-profit organization) as of June 30, 2016, and the related Statements of Activities, Functional Expenses, and Cash Flows and the Notes to Financial Statements for the year then ended.

# Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Compass Pointe's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Compass Pointe's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Compass Pointe as of June 30, 2016, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

# **Report on Summarized Comparative Information**

We previously audited Compass Pointe's June 30, 2015 financial statements and our report dated November 16, 2015 expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein, as of and for the year ended June 30, 2015, is consistent, in all material respects, with the audited financial statements from which it has been derived, as adjusted for the correction noted below.

### Correction of Error

As discussed in Note 11 to the financial statements, certain errors resulting in underestimates of the building account and unrestricted net assets, and in overstatements of program and support services expenses as of June 30, 2015 were discovered by management of Compass Pointe during the current year. Accordingly, amounts included in the June 30, 2015 summarized comparative information for the categories listed above have been restated, and an adjustment has been made to unrestricted net assets as of June 30, 2015, to correct the error. Our opinion is not modified with respect to that matter.

#### Other Matters

# Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information included in Schedule 1 is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the aforementioned financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the financial statements taken as a whole.

# Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 20, 2016 on our consideration of Compass Pointe's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of

our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Compass Pointe's internal control over financial reporting and compliance.

Windher, Stave - Co., LLP

December 20, 2016 Spencer, Iowa

# COMPASS POINTE STATEMENT OF FINANCIAL POSITION JUNE 30, 2016 WITH COMPARATIVE TOTALS FOR JUNE 30, 2015

# **ASSETS**

CURRENT ASSETS:	<u>2016</u>	<u>2015</u>
Cash (Note 6)	\$351,735	\$359,172
Accounts receivable - net (Note 2)	147,684	238,340
Prepaid expenses	43,951	39,651
TOTAL CURRENT ASSETS	543,370	637,163
PROPERTY AND EQUIPMENT:		
Land	8,800	8,800
Building (Note 11)	167,111	120,404
Leasehold improvements	38,270	38,270
Office equipment and furniture	191,655	191,140
Video system and equipment	148,534	114,487
TOTAL PROPERTY AND EQUIPMENT	554,370	473,101
Less accumulated depreciation	<u>(355,943)</u>	(328,763)
PROPERTY AND EQUIPMENT - NET	<u>198,427</u>	144,338
TOTAL ASSETS	<u>\$741,797</u>	<u>\$781,501</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable	\$ 70,602	\$ 38,923
Accrued payroll taxes	17,165	16,860
Accrued vacation pay	44,482	44,977
Accrued unemployment claims	15,610	<u>15,610</u>
TOTAL CURRENT LIABILITIES	147,859	116,370
NET ACCETO		
NET ASSETS:		
Unrestricted (Note 11)	<u>593,938</u>	<u>665,131</u>
IOTAL NET ASSETS	<u>593,938</u>	<u>665,131</u>
TOTAL LIABILITIES AND NET ASSETS		
101VF FIVDIFILIES WIND INE I W29F12	<u>\$741,797</u>	<u>\$781,501</u>

# COMPASS POINTE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2016 WITH COMPARATIVE TOTALS FOR JUNE 30, 2015

PUBLIC SUPPORT AND REVENUES:	2016	<u>2015</u>
Comprehensive treatment contract	\$ 689,468	\$ 739,460
Comprehensive prevention contract	174,258	164,730
Other contracts and grants	297,650	308,555
Counties	131,477	131,585
Cities	13,992	14,816
Donations	34	302
Client fees	849,066	948,164
Other fees	83,358	60,186
Interest	1,267	1,179
Other	4,563	9,417
TOTAL PUBLIC SUPPORT AND REVENUES	2,245,133	2,378,394
EXPENSES:		
Program services	1,921,743	1,906,315
Support services	394,583	383,929
TOTAL EXPENSES	2,316,326	2,290,244
CHANGE IN NET ASSETS	<u>(71,193</u> )	88,150
NET ASSETS BEGINNING OF YEAR		
NET ASSETS BEGINNING OF YEAR	<u>665,131</u>	<u> 576,981</u>
NET ASSETS END OF YEAR	\$ 593,938	C 665 124
	<u>a 030,830</u>	<u>\$ 665,131</u>

# COMPASS POINTE STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED JUNE 30, 2016 WITH COMPARATIVE TOTALS FOR JUNE 30, 2015

		2016		2015
	Program	Support		
	<u>Services</u>	<u>Services</u>	<u>Total</u>	<u>Total</u>
Salaries and wages	\$1,144,218	\$256,913	\$1,401,131	\$1,376,520
Fringe benefits and payroll taxes TOTAL COMPENSATION	<u>311,248</u>	<u>55,015</u>	366,263	357,745
AND RELATED EXPENSES	1,455,466	311,928	1,767,394	1,734,265
Auditing and legal services		14,446	14,446	11,897
Bad debts	17,500		17,500	30,000
Contract services	28,239		28,239	39,088
Insurance	14,962	9,171	24,133	22,642
Medical services	1,800		1,800	5,000
Miscellaneous	38,183	3,579	41,762	14,801
Rent	82,253	15,329	97,582	65,825
Repairs and maintenance	55,010	7,498	62,508	64,536
Special projects	74,935		74,935	95,483
Staff training and education	12,240	6,388	18,628	23,186
Supplies	41,035	7,679	48,714	70,115
Telephone	28,329	4,440	32,769	32,648
Travel	33,971	4,918	38,889	38,977
Utilities	18,522	1,325	19,847	23,134
TOTAL EXPENSES BEFORE				
DEPRECIATION	1,902,445	386,701	2,289,146	2,271,597
Depreciation	19,298	7,882	27,180	18,647
TOTAL EXPENSES	<u>\$1,921,743</u>	<u>\$394,583</u>	\$2,316,326	\$2,290,244

# COMPASS POINTE STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2016 WITH COMPARATIVE TOTALS FOR JUNE 30, 2015

CASH FLOWS FROM OPERATING ACTIVITIES:	<u>2016</u>	2015
Change in net assets	\$ (71,193)	\$ 88,150
Depreciation(Increase) decrease in current assets:	27,180	18,647
Accounts receivable	90,656 (4,300)	(77,062) (2,483)
Accounts payable Accrued expenses and other liabilities	(10,357) (190)	18,360 <u>4,046</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	31,796	49,658
CASH FLOWS FROM INVESTING ACTIVITIES: Purchase of property and equipment	(39,233)	<u>(52,749</u> )
NET CASH USED BY INVESTING ACTIVITIES	(39,233)	(52,749)
NET DECREASE IN CASH	(7,437)	(3,091)
CASH AT BEGINNING OF YEAR	_359,172	_362,263
CASH AT END OF YEAR	<u>\$351,735</u>	<u>\$359,172</u>
SUPPLEMENTAL SCHEDULE OF NON-CASH INVESTING AND FIN	ANCING ACT	VITIEO.

# SUPPLEMENTAL SCHEDULE OF NON-CASH INVESTING AND FINANCING ACTIVITIES:

Purchase of property and equipment:

Cost of property and equipment	\$ 81,269
Amount still payable	(42,036)
Cash payment for property and equipment	\$ 39,233

# COMPASS POINTE NOTES TO FINANCIAL STATEMENTS

# 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### **Reporting Entity**

Compass Pointe is an Iowa non-profit organization based in Spencer, Iowa, with offices in a ten county area of Northwest Iowa. Its primary activities are the treatment of individuals suffering from drug, alcohol and gambling abuse and providing information and services related to the prevention of drug and alcohol abuse.

# **Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America as prescribed by the Financial Accounting Standards Board for non-profit organizations.

#### **Basis of Presentation**

Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Compass Pointe is not currently subject to any donor-imposed restrictions. Accordingly, the net assets of Compass Pointe and changes therein are classified and reported as unrestricted net assets.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets.

### **Revenue Recognition**

Compass Pointe collects substantially all of its revenues from services, contracts, and grants related to clients participating in its programs. Revenues from services are recognized when earned, net of contractual adjustments resulting from agreements with third-party payers. Contract and grant revenues are recognized when all eligibility requirements imposed by the provider have been satisfied. See also Note 7.

### Cash and Cash Equivalents

For purposes of the statement of cash flows, cash consists of balances held in checking, money market savings and certificate of deposit accounts.

#### **Accounts Receivable**

Compass Pointe records accounts receivable net of contractual adjustments, less an allowance for doubtful accounts. Uncollectible receivables are charged against income and an allowance is maintained for doubtful accounts based on management's estimate of the amount of receivables that will actually be collected. Accounts deemed uncollectible are written off annually. See also Note 2.

### **Property and Equipment**

Property and equipment is stated at cost. Maintenance and repair costs are charged to expense as incurred. Depreciation is computed using the straight-line method over the estimated useful lives of three to forty years.

# 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

### **Accrued Expenses**

Accrued vacation pay is estimated at each year end based on all vacation hours earned less hours used, limited to a maximum of eighty hours, and payable at current pay rates. Accrued unemployment claims are estimated at each year end based on claims which may be filed against Compass Pointe related to wages paid to employees during or prior to the fiscal year end.

# **Functional Allocation of Expenses**

The costs of providing Compass Pointe's various programs and support services have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and support services benefited.

#### **Income Taxes**

Compass Pointe is a non-profit organization exempt from income tax under Section 501(c)(3) of the Internal Revenue Code and a similar section of the Iowa income tax law which provide tax exemption for corporations organized and operated exclusively for religious, charitable or educational purposes. The organization is not classified as a private foundation by the Internal Revenue Service. As a result of the tax-exempt status and management's evaluation of the current facts and circumstances, no liability or provision for federal income taxes has been made in the accompanying financial statements.

#### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

### **Comparative Data**

The financial statements include certain 2015 summarized comparative information. With respect to the Statement of Functional Expenses, 2015 expenses by object are presented in total rather than by functional category and therefore do not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with Compass Pointe's financial statements for the year ended June 30, 2015 from which the summarized information was derived.

# Management's Review

Compass Pointe has evaluated subsequent events through the date of the independent auditor's report, which is the date the financial statements were available to be issued.

### 2. ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2016 consisted of the following:

	<u>2016</u>
Contracted services Client fees Total accounts receivable Less allowance for doubtful accounts	\$105,446 <u>249,580</u> 355,026 (207,342)
Accounts Receivable - Net	\$147.684

Client fees balances consist primarily of accounts from the Northwest Iowa geographic area. The organization does not require collateral as a condition of the extension of credit.

# 3. OPERATING LEASES

Compass Pointe leases three office locations under non-cancelable operating leases expiring from June 2017 through June 2024. The future minimum lease payments are as follows:

Year Ending June 30,	<u>Total</u>
2017	\$ 39,350
2018	19,467
2019	16,014
2020	16,014
2021	16,014
Thereafter	49,976
Total	<u>\$156.835</u>

Rent expenses under the above leases and monthly leases for six additional locations totaled \$97,582 for the year ended June 30, 2016.

# 4. RETIREMENT PLAN

Compass Pointe maintains a defined contribution retirement plan for all eligible employees with one year of service. The plan calls for Compass Pointe to contribute 6.25% of each qualified employee's annual salary. Additionally, employees are required to contribute 3% of their salary to the plan in order to receive the matching contribution by Compass Pointe. Contributions under this plan totaled \$74,481 for the year ended June 30, 2016.

# 5. RELATED PARTY TRANSACTIONS

During the year ended June 30, 2016, Compass Pointe entered into business transactions with related parties totaling \$540.

# 6. CONCENTRATIONS OF CREDIT RISK

Compass Pointe maintains its cash balances in financial institutions located primarily in Spencer, lowa. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Deposits in excess of \$250,000 at one institution are covered by a bank deposit guarantee bond.

# 7. ECONOMIC DEPENDENCY

Compass Pointe generates approximately 51% to 52% of its revenue from contracts to provide services for the Iowa Department of Public Health (IDPH) and the Iowa Plan for Behavioral Health (Iowa Plan). Under the terms of the IDPH contracts, Compass Pointe submits reports of its expenditures and/or activities to the IDPH on a monthly basis and is subsequently reimbursed as provided for in the contract. Currently, Compass Pointe has been awarded contracts from IDPH to provide prevention and gambling treatment services for the fiscal year ending June 30, 2017 totaling \$420,660.

The Iowa Plan contracts provide for equal monthly payments to Compass Pointe, dependent upon its meeting specified unduplicated client levels and providing specified services. Compass Pointe has been awarded contracts from the Iowa Plan to provide treatment services for the year ending June 30, 2017 totaling \$616,475.

The IDPH and Iowa Plan contracts are comprised of both federal and state funds. The federal portion of the contract amounts for the fiscal year ending June 30, 2017 is approximately equal to amounts received for the fiscal year ended June 30, 2016. However, the availability of the federal funds is contingent upon federal block grant appropriations to the respective states.

# 8. RISK MANAGEMENT

Compass Pointe is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. Compass Pointe assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims from these risks have not exceeded commercial insurance coverage for the past three years.

### 9. DONATED SERVICES

Compass Pointe receives donated services from a variety of unpaid volunteers who make significant contributions of their time in conjunction with programs and services. No amounts have been recognized for these services in the accompanying statement of activities because the criteria for recognition of such volunteer effort as contributed services has not been satisfied. However, Compass Pointe did utilize donated services valued at \$16,374 to satisfy a portion of the match requirement stipulated in one grant.

### 10. CLASSIFICATION OF EXPENSES

Expenses of Compass Pointe are classified as follows:

Treatment program Prevention program Support services	490,559
TOTAL EXPENSES	\$2,316,326

# 11. PRIOR PERIOD ADJUSTMENT

Compass Pointe has discovered an error in the prior period financial statements related to the reporting of payments made in advance for the installation of a sprinkler system. These payments were posted to rent expense rather than to a property and equipment account. Adjustments related to correcting these payments resulted in a \$21,286 increase to the building account and to unrestricted net assets at June 30, 2015 and a decrease in program and support services expenses for the year ended June 30, 2015 of \$14,262 and \$7,024, respectively.



# COMPASS POINTE SCHEDULE OF REVENUE AND EXPENSES BY CONTRACT IOWA DEPARTMENT OF PUBLIC HEALTH CONTRACTS FOR THE YEAR ENDED JUNE 30, 2016

REVENUE:	Comprehensive Prevention 5885CP23	Capacity Coach 5885IP72	Gambling 5885GP01	Tobacco Community Partnership 5886TS07
lowa Department of				
Public Health	<u>\$174,258</u>	<u>\$15,183</u>	<u>\$81,806</u>	<u>\$65,496</u>
EXPENSES:				
Salaries and benefits Contracted services	109,446	8,130	37,208	47,662
Other operating expense	42,083	5,073	23,835	9,292
Indirect expense Services:	22,729	1,980	9,157	8,542
Screening and assessment Individual counseling			2,142 5,500 3,042 550 200 72 100	
TOTAL EXPENSES	474.050	45 400	04.000	CE 400
TOTAL EXPENSES	<u>174,258</u>	<u>15,183</u>	<u>81,806</u>	<u>65,496</u>
REVENUES OVER EXPENSES	<u>\$</u> 0	<u>\$0</u>	<u>\$ 0</u>	\$ 0

Suicide Screening 5885SM34	Suicide Screening 5886SM34	lowa Partnership for Success 5885IP35	Iowa Partnership for Success 5886IP35	Total
<u>300331034</u>	<u> </u>	<u>30001F33</u>	<u>30001F33</u>	<u>Total</u>
<u>\$3,600</u>	<u>\$8,500</u>	<u>\$33,146</u>	<u>\$63,992</u>	<u>\$445,981</u>
3,600	8,500	17,521 1,818 9,484 4,323	45,513 2,010 8,122 8,347	265,480 3,828 109,989 55,078
				2,142 5,500 3,042 550 200 72
				100
3,600	<u>8,500</u>	33,146	63,992	445,981
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$</u> 0	<u>\$</u>	<u>\$</u> 0



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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors of Compass Pointe

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Compass Pointe (a non-profit organization) as of and for the year ended June 30, 2016, and the related Notes to Financial Statements, and have issued our report thereon dated December 20, 2016.

# **Internal Control Over Financing Reporting**

In planning and performing our audit of the financial statements, we considered Compass Pointe's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Compass Pointe's internal control. Accordingly, we do not express an opinion on the effectiveness of Compass Pointe's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of Compass Pointe's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control which is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Compass Pointe's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters which are required to be reported under *Government Auditing Standards*.

# Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of Compass Pointe's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Compass Pointe's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Compass Pointe during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

Winther, Stave - Co. LLP

December 20, 2016 Spencer, Iowa